



**TOWN OF MERRIMACK**  
**Certificate of Occupancy/  
Certificate of Unit Completion**  
**Check List**  
**BLD - FRM - 014**



Location: \_\_\_\_\_ Tax Map/ Lot: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**A Certificate of Occupancy (CO) or Certificate of Unit Completion shall only be issued upon the completion of the following check list and signatures, of the applicable Town of Merrimack Departments, certifying that the property is in compliance with all Town adopted Codes, Regulations and Ordinances.**

**Authorized Department Signatures**

Town Departments ( <i>Call to schedule appointments</i> )			Date approved	Signature of Authorizing Person	N/A
Sanitary/ Sewer	Waste Water	883-8196			<input type="checkbox"/>
	36 Mast Road				
Water Departments	Merrimack Village District	424-7171			<input type="checkbox"/>
	Pennichuck Water Works	882-5191			<input type="checkbox"/>
PWD Highway Division	Merrimack Public Works	423-8551			<input type="checkbox"/>
	80 Turkey Hill Road				
Planning & Zoning	Community Development	424-3531			<input type="checkbox"/>
	6 Baboosic Lake Road				
Fire Department Building Division	Fire Sprinkler/Alarms	424-3690			<input type="checkbox"/>
	Building Department	420-1730			<input type="checkbox"/>
	Health Dept	420-1730			<input type="checkbox"/>
	432 Daniel Webster Highway				

**Prior to the town granting a Certificate of Occupancy or Certificate of Unit Completion, the Applicant, General Contractor and or Property Owner is solely responsible for obtaining all applicable signatures and fulfilling all conditions of approvals, pertaining to the property, and to submit this completed form to the Building Department.**

**Occupancy and Unit Certificate Conditions:**

1. The construction has met all adopted State of New Hampshire Building Codes and local regulations.
2. Certificate of Unit Completion must receive final inspection, from the Fire Marshal prior to opening to the general public. All food service licensed uses require Final inspection from the Health Officer.
3. Development Conditions of Approval, Subdivisions, Planning and Zoning.
4. It is the responsibility of the Owner to collect and obtain ALL Approvals and Signatures listed above:

*I agree to comply with the provisions of the applicable Building Code, and the requirements of the Authority Having Jurisdiction. And that the information on this form is accurate and has been completed to the best of my knowledge.*

\_\_\_\_\_  
Applicant/ Owner

\_\_\_\_\_  
Date